

**CITY OF MEDINA**  
**Planning Commission Meeting**

---

June 27, 2006  
5:30 p.m.

Medina City Hall  
501 Evergreen Point Road

**CALL TO ORDER**

Mark Nelson called the Planning Commission meeting of June 27, 2006, to order at 5:40 pm.

**ROLL CALL**

Present: Jim Frank, Bret Jordan, John Maffei (*arrived at 6:00 pm*), Mark Nelson, and Judie O'Brien

Absent: Holly Greenspoon and Gerry Zyfers

Staff Present: Joseph Gellings, Director of Development Services; Tim Tobin, Engineering Consultant; and Rachel Baker, Administrative Assistant

**ANNOUNCEMENTS**

Nelson welcomed Karen Sparks to the meeting, noting she was recently appointed for a four-year term to position three on the planning commission and will begin in July.

Gellings announced Judie O'Brien was reappointed for a four-year term to position seven on the planning commission.

**DISCUSSION**

Construction Mitigation Plan Ordinance Revisions (5:43 pm)

Gellings recapped the special planning commission meeting held June 10<sup>th</sup>.

Gellings recommended the staff level tailored plan continue to require a comment period similar to current level one construction mitigation plan requirement. There was consensus among the commission to retain comment period.

Tobin explained proposed code of conduct and tailored plan. Commission discussed four trigger points and there was consensus to framework of plan. Changes to the application/cover page were discussed and included:

- Re-word number one on application/cover page to read, "Does the number of construction vehicles on site exceed sites available?"
- Include instruction sheets to aid with application completion

- Separate step one on application/cover page into two blocks

MOTION JORDAN AND SECOND FRANK TO ACCEPT DOCUMENT WITH AMENDMENTS AS DISCUSSED, MOTION PASSED 6-0, 6:21 PM.

Discussion continued regarding packet documents and the following changes were suggested to the MMC:

- Remove “major” from MMC Title 15.20
- Change “B” to “C” on page one
- Remove term “generic”
- Re-word C1b to correspond with application/cover page
- Add St. Thomas School to C1f
- Trim wording under Use of Tower Cranes
- Strike five copies under submittal requirements
- Change determined to provided under submittal requirements
- Make verbiage more specific under Mitigation Measures, item I
- Tighten language to allow notices
- Add g1 to read “blocking of driveways, private lanes or right of ways have been planned and coordinated in a manner that will result in fewest number of disruptions as possible”
- Do redundancy search on document before next review
- Develop language and parameters for bond requirement

There was discussion of future ability to submit electronic files utilizing city website and Gellings offered to furnish a list which identifies measures the city anticipates taking to reduce paperwork.

Commission discussed Tailored Construction Mitigation Plan document and recommended the following:

- Correct spelling of silt on page three of tailored construction mitigation plan
- Make language more specific regarding advertising signs on page six
- Include clear direction to prevent correction submittals

Chair Nelson called for a brief recess at 7:04 pm, and the meeting reconvened at 7:08 pm.

## **MINUTES**

MOTION JORDAN AND SECOND FRANK TO APPROVE MAY 23, 2006 MEETING MINUTES AS SUBMITTED, MOTION PASSED 5-0; 7:09 PM.

## **PUBLIC HEARINGS**

Construction Mitigation Plan, Level Two C-1367  
7915 Northeast 22<sup>nd</sup> Street, Medina, 7:11 pm

Tobin read staff report which imposed two conditions and recommended approval of plan.

Nelson opened the public hearing at 7:14 pm.

*Andrea Ermolli, Sullivan Conard Architects  
2925 Fuhrman Avenue East, Seattle 98102*

Mr. Ermolli testified that the project proposes an extensive interior remodel which would remove existing nonconformity and include a second story addition. Mr. Ermolli stated one hundred percent of caliber inches would be replaced as part of tree removal plan.

MOTION JORDAN AND SECOND O'BRIEN TO APPROVE STAFF  
RECOMMENATION FOR CONSTRUCTION MITIGATION PLAN C-1367 AS  
SUBMITTED, MOTION PASSED 5-0, 7:20 PM.

Construction Mitigation Plan, Level Two C-1259  
1438 Evergreen Point Road, Medina, 7:21 pm

Tobin read staff report which included two conditions and recommended approval of plan.

Jordan recommended amending condition one by deleting term "official" and adding "as stipulated by this plan" to end of sentence.

Nelson opened floor to audience comment, 7:27 pm.

*Larry Thompson, 1601 Evergreen Point Road, Medina*

Mr. Thompson stated he resides across street from proposed project and expressed concerns regarding construction fencing and construction parking. Resident suggested that if construction fencing would be required, he and his wife would like fencing installed on project property directly across from his driveway. Mr. Thompson explained that historically his mail has not been delivered when parked cars block mailbox.

Commissioners discussed parking concerns and noted the plan identifies six parking locations on site. Commissioners suggested resident continue to notify the police department of violations and perhaps request city install a "no parking sign" near mailbox.

MOTION MAFFEI AND SECOND FRANK TO APPROVE STAFF  
RECOMMENDATION FOR CONSTRUCTION MITIGATION PLAN C-1259 AS  
AMENDED BY COMMISSION, MOTION PASSED 5-0, 7:36 PM.

Construction Mitigation Plan, Level Two C-1390  
2656 – 78<sup>th</sup> Avenue Northeast, Medina 7:37 pm

Tim read staff report which outlined three conditions and recommended approval of plan.

The applicant's representative and members of the audience chose not to address the commission regarding the proposed plan.

MOTION JORDAN AND SECOND O'BRIEN TO ADOPT STAFF  
RECOMMENDATION FOR CONSTRUCTION MITIGATION PLAN C-1390 AS  
PROPOSED BY STAFF, MOTION CARRIED 5-0, 7:39 PM.

## **DISCUSSION**

Gellings provided background for discussion of permit extension versus permit renewal, separate permits and project phasing, and permit fee reconciliation as outlined in memo dated May 23, 2006. Gellings indicated policy direction is needed for items and commission discussion followed.

Commission agreed to continue to provide financial disincentives to encourage project completion by permit expiration and provided suggestions for staff in order to present proposal at future meeting.

Commission agreed to revise current requirement to allow separate timelines for separate permits rather than tying final approval to main building permit.

There was consensus among the commission to maintain permit fee reconciliation as currently written.

## **ADJOURNMENT**

MOTION JORDAN AND SECOND MAFFEI TO ADJOURN JUNE 27, 2006  
PLANNING COMMISSION MEETING, MOTION CARRIED 5-0, 8:52 PM.

The Planning Commission meeting of June 27, 2006, adjourned at 8:52 pm.

The next Planning Commission meeting is scheduled for Tuesday, July 25, 2006, at 7:00 pm.

Minutes taken by:

Rachel Baker  
Administrative Assistant